

Approved Oct. 16, 2013

**Town Meeting Coordinating Committee
Minutes for Friday, September 20, 2013, 4:30 – 6:00 pm
Bangs Center, Room 101**

Present: Mary Streeter, Alan Powell, Melissa Perot, TracyLee Boutilier, Patricia Holland.

Absent: Peggy Roberts, Nonny Burack.

Mary called the meeting to order at 4:38 PM.

- 1. Zoning Primer and Possible Zoning Forum:** Alan said he valued Jonathan Tucker's comments on the Zoning Primer and looks forward to more. TMCC members will review the changes and send comments to Alan within the next few days. Alan will talk to Kris Pacunas about printing the primer, including a cover and a map insert, and will also seek prices from local copy centers. Once he has quotes, Mary and Peggy will approach John Musante for funds for the printing. The Planning Board agreed to co-sponsor a Zoning Forum for the public on Wednesday, Oct. 30th at 7 PM in the Town Room as part of their regularly scheduled meeting. Peggy has said she wants to say a few words of welcome. Mary will call Amherst Media to make sure it's televised. We discussed what should be covered: a basic overview; displays or handouts with maps and a chart of zoning abbreviations; how a person obtains permission to build; how are zoning changes made; why has decision-making for special permits shifted from the Zoning Board of Appeals to the Planning Board; how to make zoning changes at Town Meeting. We all agreed with the Planning Board's request that there should be no debates about zoning but simply presentation of information. We also discussed seating arrangements, availability of microphones, and agreed to provide cider and brownies.

- 2. Preparing for Events Prior to Town Meeting**

Packet Materials: Material for the TM packets is nearly ready; the sheet on Rules for Speaking will go on the back table at TM.

Warrant Review: Peggy and Nonny will work on the warrant review.

Bus Tour: We reviewed the list of TM articles and agreed there were enough sites mentioned to make a bus trip useful. Alan and Pat will plan the route and make the map. Pat and Mary will take turns leading the trip.

Precinct Meetings: Schedule is set. If Janet Keller cannot lead the discussion for Precs. 1 & 3 with Nonny, Pat will take Janet's place.

- 3. Website and Listserv:** Mary reported that the website has been updated and the listserv is working.
- 4. Rules for Speaking at Town Meeting:** See above under Packet Materials.
- 5. Minutes of June 19, August 7, 21, 29 and September 9:** All were approved as amended.
- 6. Topics the Chair Did Not Reasonably Anticipate Before the Meeting:** Maurianne Adams sent an email dated 9/18/13 suggesting two new policies for Town Meeting. We will discuss these at our next meeting.

Melissa had to leave at 5:45 PM. The meeting adjourned at 7:20 PM.

Submitted by Patricia Holland, Clerk.

Documents Distributed:

Agenda

Jonathan Tucker's edits on sections of the Zoning Primer

Minutes for Sept. 9th meeting

Email from Maurianne Adams to TMCC, 9/18/13